



# PURCHASE ORDER

**PO Number:303-0-0694**

Requisition Number:303-0-01623

**Order Date:** 3/25/2020

**Ordered**

MAIL INVOICE TO AGENCY BELOW

TEXAS FACILITIES COMMISSION  
FISCAL MANAGEMENT / ACCOUNTS PAYABLE  
P.O. BOX 13047 Austin, Texas 78711-3047  
OR  
email to: [accountspayable@tfc.state.tx.us](mailto:accountspayable@tfc.state.tx.us)

**Delivery Location**

DSHS Dr. Bob Glaze Laboratory  
1100 W. 49th Street  
Austin, TX 78756

**Show numbers on all papers and packages**

**Referenced Source or Vendor**

15819508423  
American Facility Services  
1325 Union Hill Industrial Court, Suite A  
Aplharetta, GA 30004  
Shawn Hall  
Phone:512-298-8458, Fax:770-475-7720  
[shall@amfacility.com](mailto:shall@amfacility.com)

**Description**

DBGL-Dr. Bob Glaze Laboratory  
1st , 2nd, and 7th floors  
TFC Contact; Pete Garcia  
512-463-3566  
[pete.garcia@tfc.state.tx.us](mailto:pete.garcia@tfc.state.tx.us)  
Strip floors (remove old wax) and apply new wax, buff to shine.

**Line Items**

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
DBGL, Dr. Bob Glaze Laboratory 1st, 2nd, and 7th floors	1	Job	\$2,815.02	3/16/2020	5/15/2020	\$2,815.02

Description:  
Strip floors (remove old wax) and apply new wax, buff to shine

Health Services Laboratory (1st Floor) – 3670 SQ. FT.

@ .27 Per SQ FT. = \$990.90

Health Services Laboratory (2nd Floor) – 3,378 SQ. FT.

@ .27 Per SQ FT. = \$912.06

Health Services Laboratory (7th Floor) – 3,378 SQ. FT.

@ .27 Per SQ FT. = \$912.06

Total \$2815.02

Oversight Responsibilities:

Rick Sosa (512) 463-5773

Pete Garcia (512) 463-3566

**NIGP Class:** 910

**NIGP Item:** 25

**Object Class:** 277

**Reimbursement Type:** HB3042

**Notes:** DUE TO COVID-19 AND TFC'S COMMITMENT

TO TIMELY PAYMENT, PLEASE

SUBMIT INVOICE ELECTRONICALLY TO:

accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.

TEXAS FACILITIES COMMISSION

FISCAL MANAGEMENT / ACCOUNTS PAYABLE

P.O. BOX 13047 Austin, Texas 78711-3047

**Grand Total \$2,815.02**

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512) 463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2020
<b>Division</b>	Facilities Management and Operations
<b>Program</b>	Property Services
<b>Phone</b>	5124633566
<b>Org Code</b>	0415 - Custodial HB3042 - PO Activity
<b>Type of Purchase/PCC Code</b>	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
<b>Work Order Number</b>	725317

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

**Invoicing Standards**

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

**TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: \_\_\_\_\_

Sacharnoski, Mary - CTPM, 5129360647

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)